

**Office of the Attorney General**  
Human Resources  
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317-232-7979 (fax)



# **JOB POSTING**

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Interested candidates should send their resume via regular mail, email (*as a Word document*) or facsimile to the address or phone number shown above. The Office of the Attorney General is an Equal Opportunity Employer.

## **Intermittent LAW CLERK Litigation Section**

The law clerk is an intermittent position assigned to the Litigation Section and is supervised by the section chief. The law clerk will assist the section chief and deputy attorneys general in preparation of litigation involving government agencies and perform other duties of the office as may be assigned from time to time.

### **Qualifications**

- Enrollment in law school; [preferred candidate will have completed at least one year]
- Ability to identify, analyze and research legal issues;
- Ability to draft preliminary pleadings;
- Good computer skills, preferably with Microsoft Office.
- Westlaw experience required.